PHILIP MORRIS USA **INTER-OFFICE CORRESPONDENCE**

120 PARK AVENUE, NEW YORK, NY 10017-5592

TO: All Department Heads **DATE:** March 16, 1995

FROM: Giuseppe D'Alessandro Giuseppe

SUBJECT: 1996 Virginia Slims Book of Days

As usual, Virginia Slims will be running the 1996 Book of Days promotion during October of 1995. If you would like copies of this book, please fill out the information below and e-mail, fax or mail to:

Att'n: Dina Streng
PM USA, Virginia Slims
120 Park Avenue, 7th Floor
New York, NY 10017-5592
Phone: (212-880-3493)
Fax: (212-907-5322)

In order to satisfy our production requirements, order forms must be sent in ASAP. Please remember to include your **Department Accounting Code.** The cost of the book will be deducted from your department (approximately $4.00 per book).

Name: Tess Resman

Department/Location: PM-USA

Phone number: (212) 878-2265

Quantity: 2

Accounting Code: 045533160

Ship to address: 128 Prospect Avenue
Valhalla, NY 10595

2071414763

Please call Dina Streng (212-880-3493) or Denise Cusato (212-878-2992) with questions.

Thank you.

cc: B. Ferrin, S. LeVan, W. Marin, N. Suter

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